

MINUTES

UTAH HEALTH FACILITY ADMINISTRATOR LICENSING BOARD Meeting

February 26th, 2013
Room 475 (fourth floor) - 9:00 a.m.
Heber M. Wells Building
Salt Lake City, Utah

CONVENED: 9: 14 a.m.

Bureau Manager:

Board Secretary:

Board Members Present:

ADJOURNED: a.m.

Sally A. Stewart

Sally Canavan

Dave Murray, Chairperson

Jeanie Pettit

John H. Williams

Board Members Absent:

John A Stephenson, IV Absent

Bryan Erickson Excused

Oath of Office

Ms. Stewart administered the Oath of office to Mr. John Williams.

Guests:

None

DOPL Staff Present:

Debra Troxel, Compliance Specialist

ADMINISTRATIVE BUSINESS:
MINUTES:

DECISIONS AND RECOMMENDATIONS

The Board reviewed the minutes for the February 28th, 2012 Board meeting. Ms. Pettit made a motion, seconded by Mr. Williams to accept the minutes as written. The voting was unanimous.

COMPLIANCE REPORT:

Ms. Troxel reviewed the probationer being interviewed today.

PROBATION INTERVIEW:
Cindy Lee Peterson

Conference phone was not working. Ms. Stewart used her cell phone on speaker for Mr. Murray to interview Ms. Peterson. The Board noted she is on probation until October of 2014. She stated her monthly employment reports were in, she was required to get six hours of continuing education and got 12 hours by last July. She is keeping up on her license and still working the same place. She stated regarding the drugs for the patients are mostly by mail order the facility has two pharmacies as back up and they can go to Walmart it is 40 miles away but it is open later

hours. The facility has a policy in place to turn any expired or left over drugs to the Police department. She stated she get a receipt from them for the number of pills submitted. The Board stated that agreed with their reports. The Board noted they only meet twice during the year. The will send her information at the appropriated time before the next Board meeting and to be expecting her compliance specialist, Ms Troxel to check in with her periodically. The Board noted Ms. Peterson shared her experience with the Board of Directors of the Utah Health Care Association and taught others how to disposed of extra or old drugs properly. The Board noted she had gone above and beyond what was required of her.
Compliant

DISCUSSION ITEMS:

NAB Score Correlate with Successes

The Division distributed two handouts received from the NAB. The NAB had two handouts one was an announcement relating to A Study Concludes that NAB Scores Correlate with Successes of Long Term Care Administrators and 5-Star ratings. The other announcement was the NAB Launch of Professional Practice Analysis. The Board noted the handouts were mostly just informational.

Online Colleges

There is more online education being offered. Some of them are offering Bachelors degrees. The Board discussed their act has not been opened for quite some time. It was last opened May of 2011. This would be verbiage/definition correction that needs to be made referenced in section 58-15-2. The Board could consider making next time the act is opened. The Board discussed what work experience counts towards licensure. Currently schooling has to be accredited by the US department of Education. There is an accrediting agency for the distance learning program, it is specifically what they accredit. It should be noted that Division does not approve schools. The Division noted it will be re designing the application. It was also noted CE audit letter for the Health Facility Administrators have already been mailed out and the renewal date for licenses is May 31 of the odd year.

ADJOURN: 9:55 a.m.

(no motion required)

Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the

business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.

Date Approved

Chairperson
Health Facility Administrator Licensing Board

Date Approved

Bureau Manager
Division of Occupational and Professional Licensing

Awaiting Approval